ImpleMap

Process Chart for Action Planning Implementation

Selection		**Competency Drivers**
Training		
Coaching		
Performance Assessment		
Decision Supporting Data System		**Organizational Drivers**
Facilitative Administration		
Intervention and Celebration		

Technical Leadership	**Adaptive Leadership**

Leadership Drivers

ImpleMap

Process Chart for Action Planning Implementation

Selection	How will you select the Implementation Team? How will you select the trainers? (Are they internal or external staff?) How will you select the coaches? (Are they internal or external staff?) What qualities do the implementation team, trainers and coaches require to be successful? How will new selections be made as turnover occurs?	**Competency Drivers**
Training	What training is required? When will the various trainings occur? What is the proper sequence for the trainings given other trainings for staff throughout the year with other initiatives? What andragogical principles are expected for all trainers in order to maximize adult learning? Will the training be structured to ensure ample safe practice is available for staff before live application? For mid year additions of staff and staff who miss trainings, what is the process for catching them up adequately? How will training evolve as the stages of implementation are achieved?	
Coaching	What is the coaching philosophy expected for all coaches (and when did they get training on it, as well as coaching on their coaching?) How will the implementation team ensure there is coaching directly following all training to ensure implementation bumps/gaps are short? How will coaching evolve as the stages of implementation are achieved?	
Performance Assessment	What data can be collected on the quality of implementing the core components of the program/practice/plan? Who will collect data on the quality of implementation? How will the Implementation Team ensure there is inter-rater reliability on performance assessment measures? How often will data be collected to make decisions, intervene and celebrate? Will the type of data collected change as the stages of implementation are achieved?	
Decision Supporting Data System	How will formative implementation data be collected, stored, analyzed and represented in a manner that ensures it is useful for the Implementation Team to drive decisions, interventions and celebrations?	**Organizational Drivers**
Facilitative Administration	When will the Implementation Team meet? Who makes the agendas, takes notes and sends communications? How will meetings be structured such that they are used to review performance data, make decisions, intervene and plan celebrations? How will the team ensure it is following its charter of removing barriers to implementation and maintaining staff buy-in (as opposed to being perceived as group practicing top down accountability)?	
Intervention and Celebration	How will the Implementation Team ensure the formative data is used to make immediate decisions resulting in rapid action? How will the team ensure they can influence training and coaching to catch and shorten implementation bumps/gaps rapidly? What mechanisms will be in place to celebrate progress in a way that keeps stakeholders bought-in and feeling successful?	

How will leadership team members build expertise on the core components of the program as well as on the expectations as a team on implementation responsibilities? When do leadership team members get coaching on the technical aspects of the program/practice/plan? How will leaders sustain the program over time as the implementation stages are achieved??	What flexibility is there in place to allow the leadership team to be adaptive (as opposed to rigid) while ensuring the core components are fully implemented? How will leaders get support at being adaptive leaders (as opposed to unresponsive)? How will leaders adapt as the needs change over time as the implementation stages are achieved?
Technical Leadership	**Adaptive Leadership**

Leadership Drivers